



# Clark County Department of Building & Fire Prevention

4701 West Russell Road, Las Vegas, NV 89118

(702) 455-7316 FAX (702) 455-7347

Ronald L. Lynn Director/Building & Fire Official  
Samuel D. Palmer, PE., Assistant Director · Girard Page, Sr. Deputy Fire Chief

**Permit Type: 105.6.39.b**

**Control Number: B.0**

**Effective Date: October 3, 2011**

## **TITLE: REPAIR GARAGES**

**SCOPE:** Clark County Department of Building Fire Prevention Bureau requirements for the submittal and design of a repair garage permit. Any other activities relating to repair garages, such as the installation of underground and aboveground fuel storage tanks, storage and use of gas cylinders, motor vehicle fuel dispensing areas, hot work operations, spray finishing areas, etc., shall have separate permits issued.

**PURPOSE:** To standardize plan/permit requirements of the Fire Department in accordance with the Clark County Fire Code. Repair garage permits expire one year from date of issue, and shall be renewed annually.

**DEFINITIONS: Assessor's Parcel Number (APN):** A unique number assigned to each property by the Clark County Assessor's office.

### **ANNUAL RENEWABLE PERMIT PROCEDURE:**

After issuance of your initial permit(s), your permit(s) will be valid for one year. Approximately 30-60 days prior to the expiration of your permit, a renewal notice will be mailed to you with instructions for the annual permit renewal. If you do not receive this notice, it is your responsibility to submit the renewal application. Please refer to the website for additional information.

### **PERMIT FEES:**

Permit fees shall be assessed in accordance with the Permit Fee Schedule as adopted in the Clark County Fire Code. For applications that are expedited, additional fees shall apply.

### **SPECIFICATIONS AND SUBMITTAL REQUIREMENTS:**

A minimum of 3 sets of plans must be submitted for review. A copy of the approved plans must be kept at the premises in an approved location. All submittals must be legible and readable or the plan shall be issued a correction letter for cause.

The submittal shall address at a minimum the following:

1. Provide the address of building, including street names and the assessor's parcel number (APN) for the facility.

- 
2. Provide a floor plan of the building showing flammable/combustible liquid storage locations, welding locations (both inside and outside of the building), other hazardous location areas, office areas, restrooms, etc.
  3. Indicate if the building has a fire sprinkler system installed. Note that per the 2010 Clark County Building Administration Code, an automatic sprinkler system shall be installed for buildings in which repair work includes the release of fuels, welding or open flame operations, or other similar activities, with a fire area exceeding 3,000 square feet.
  4. Provide specification sheets for storage tanks and secondary containment. Also indicate quantities and types of liquids stored on-site.
  5. Provide a site plan indicating the location of the building, the fire access road, fire hydrants, and fire extinguishers. Indicate distances from flammable/combustible storage area(s) to the building(s), property lines, the public way, etc. (see sample at the end of this guideline). Note that an aerial view from the Clark County Assessor's Website, Google Earth, or Mapquest can be use as the site plan with the items listed above indicated on the plan.
  6. Provide a detailed narrative explaining the day-to-day operations of the business. Be specific, and include items such as:
    - a. Is this an existing business? If yes, provide the start date.
    - b. Are you a new owner for a business in an existing building? If yes, provide the construction date for the building.
    - c. Is this a new building? If yes, provide the square footage of the building.
    - d. Indicate the types of vehicles to be repaired (gasoline, diesel, hybrid, L.P.G., etc.)
    - e. Indicate type of work (oil changes, exchange of parts, motor overhaul, transmission repair, etc.) performed at location.
    - f. How are liquid drums filled or emptied? How are new fluids delivered to the site?
    - g. Will hot works be performed at the site (i.e. - welding, grinding, cutting, etc.)? If so, list the type of equipment used (i.e. - torch, TIG, etc.). Note that hot works operations require a separate permit.
    - h. Is gasoline stored in gas "caddies"? If so, what size is used? What type of pump is used with the "caddy"?
    - i. Is the business located in a stand-alone building or is the business located in one suite in a multiple suite building?
    - j. Indicate how vehicles will be worked on. Does the business have vehicle lifts or is there a pit?
  7. Identify the fuel types of vehicles to be repaired.
  8. Refer to Chapter 22 of the Clark County Fire Code for further requirements.

**\*Special Note:** Clark County Department of Building determines the occupancy type for businesses.

---

Following approval of the plans, a copy of the permit, as well as the approved plans, shall be maintained on the premises.

#### **PERMIT REVISIONS AND RESUBMITTALS:**

Revisions to approved plans are required to be submitted and approved. Revisions will be assessed additional plan review fees. A copy of the previously approved plan shall accompany the revised submittal to facilitate the review. Clearly indicate all changes to the revised plans by clouding the change with a delta number to signify the date of plan change. When several changes have been made, a detailed list of changes is required. Re-submittals to address a Letter of Correction will require a full submittal. These plans require a copy of the red lined plan from the previous submittal to facilitate the review. Clearly indicate all changes by clouding the change with the delta number to signify the date of plan change.

#### **PLANS CHECK STATUS INSTRUCTIONS:**

The status of the review can be checked by logging on to:  
[www.clarkcountynv.gov/Depts/development\\_services/fire\\_prevention](http://www.clarkcountynv.gov/Depts/development_services/fire_prevention)

#### **INSPECTIONS THAT MAY BE REQUIRED AND SCHEDULING INSTRUCTIONS:**

If approved, an inspection will need to be scheduled. To schedule an inspection, go to:  
[www.clarkcountynv.gov/Depts/development\\_services/fire\\_prevention](http://www.clarkcountynv.gov/Depts/development_services/fire_prevention).  
A fire inspector will review your site in accordance with the approved plans and this guideline and, if compliant, will issue the permit.

The Fire Prevention Bureau (FPB) may witness and accept inspection, testing and maintenance of fire and life safety systems conducted by approved individuals as required by and within the scope and authority of the Clark County Fire Code.

This Guideline does not take the place of the Fire Code and does not take precedence over any Fire Code requirement or position taken by the Fire Chief. When a conflict exists between the requirements of this Guideline and the Fire Code or the opinion of the Fire Chief, the Fire Code or opinion of the Fire Chief prevails.

Technical Assistance, when required by the fire chief, will require a Technical Opinion and Report prepared by a State of Nevada licensed: qualified engineer, specialist, laboratory, or fire safety specialty organization acceptable to the Fire Chief and the owner. The Fire Chief is authorized to require design submittals to bear the Wet Stamp and Signature of a professional engineer.

Acceptance of Alternative Materials and Methods requires a Technical Opinion and Report prepared by a State of Nevada licensed: qualified engineer, specialist, laboratory, or fire safety specialty organization acceptable to the Fire Chief and the

---

owner. The Fire Chief is authorized to require design submittals to bear the Wet Stamp and Signature of a professional engineer.

Company Name:  
Address:  
Suite #  
Las Vegas, NV  
Co. phone#  
Co. Fax#

# Repair Garage

## Floor Plan - Ref. Only

